

Wisconsin Department of Regulation & Licensing

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Madison, WI 53708-8935

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Madison, WI 53703
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DIVISION OF PROFESSIONAL CREDENTIAL PROCESSING

APPLICATION FOR NEW CEMETERY SALESPERSON LICENSE

IMPORTANT:

Every individual who expects to sell or solicit, or who actually sells or solicits, the sale of a total of 10 or more cemetery lots or mausoleum spaces during a calendar year and who receives any commission or other compensation for doing so shall register with the Department. An individual may not be registered as a cemetery salesperson except upon the written request of a cemetery authority and the payment of the \$53 fee. **An applicant may not begin to solicit or sell lots or mausoleum spaces until he or she has received a registration certificate from the Department.**

EXCEPTION:

An individual who solicits the sale of cemetery lots or mausoleum spaces in a cemetery organized, maintained or operated by a town, village, city, church, synagogue or mosque, religious, fraternal or benevolent society or incorporated college of a religious order is not required to be registered.

Under Wisconsin law, the Department must deny your application if you are liable for delinquent state taxes or child support (sec. 440.12, Stats.).

PLEASE TYPE OR PRINT IN INK

☐ Your name and address are available to the public.
Check box if you wish your name & address withheld from lists of 10 or more credential holders (sec. 440.14, Stats.)

Last Name	First Name	MI	Former / Maiden Name(s)
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Your Street Address (number, street, city, state, zip)

Mail To Address (if different)

Date of Birth ____ month ____ day ____ year	Daytime Telephone Number (____) _____ - _____
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Ethnic/gender status information is optional. Sex: ☐ M ☐ F Ethnic: ☐ White, not of Hispanic origin ☐ Black, not of Hispanic origin ☐ Hispanic ☐ American Indian or Alaskan ☐ Asian or Pacific Islander ☐ Other

Have you ever held a license/credential in the state of Wisconsin? ____ Yes ____ No (please indicate)
If yes, provide your Wisconsin license/credential number. _____

The cemetery salesperson license expires on December 31 of the even-numbered year. It may be renewed for a two year period at that time.

6. BUSINESS OR OCCUPATION FOR THE LAST TWO YEARS.

For Receipting Use Only

APPLICATION FEE: Please make check payable to Department of Regulation and Licensing and attach to this application.

- ☐ \$ 53.00 Initial credential fee
☐ \$115.00 Reinstatement fee

OFFICE USE ONLY

TYPE	HE CODE	REGISTRATION #	GRANT DATE
96	#17		
DETAIL			

Wisconsin Department of Regulation & Licensing

STATEMENT OF ARREST OR CONVICTION: MARK AN X IN THE APPROPRIATE BOX.

If you answer **YES** to any questions, give all details on a separate sheet.

- | | <u>YES</u> | <u>NO</u> |
|--|--------------------------|--------------------------|
| A. Have you ever been convicted of a misdemeanor or a felony, or driving while intoxicated (DWI), in this or any other state, OR are criminal charges or DWI charges currently pending against you? <u>If YES, complete and attach Form #2252.</u> | <input type="checkbox"/> | <input type="checkbox"/> |
| B. Have you ever surrendered, resigned, cancelled or been denied a professional license or other credential in Wisconsin or any other jurisdiction? <u>If YES, give details on an attached sheet, including the name of the profession and the agency.</u> | <input type="checkbox"/> | <input type="checkbox"/> |
| C. Has any licensing or other credentialing agency ever taken any disciplinary action against you, including but not limited to, any warning, reprimand, suspension, probation, limitation or revocation? <u>If YES, attach a sheet providing details about the action, including the name of the credentialing agency and date of action.</u> | <input type="checkbox"/> | <input type="checkbox"/> |
| D. Is disciplinary action pending against you in any jurisdiction? <u>If YES, attach a sheet providing details about pending action, including the name of the agency and status of action.</u> | <input type="checkbox"/> | <input type="checkbox"/> |
| E. Have any suits or claims ever been filed against you as a result of professional services? <u>If YES, submit a copy of the claim or suit and a copy of the final settlement or disposition.</u> | <input type="checkbox"/> | <input type="checkbox"/> |
| F. Do you currently hold, or have you in the past held, any credential (license) issued by the Department of Regulation and Licensing or any of the Boards? <u>If YES, what type of credential?</u> | <input type="checkbox"/> | <input type="checkbox"/> |

And if in another name, what name? _____

Applicant Must Sign in the Presence of a Notary Public.

I state that I am the person referred to on this application and that all the answers set forth are each and all strictly true in every respect. I understand that false or forged statements made in connection with this application may be grounds for revocation of my credential. I also understand that if I am issued a credential, failure to comply with the laws and rules of the Department of Regulation and Licensing will be cause for disciplinary action.

Signature of Applicant

Date

Subscribed and sworn before me this _____ day of _____, _____.

Signature of Notary Public

(Seal)

Date Commission Expires

Wisconsin Department of Regulation & Licensing

SECTION B: TO BE COMPLETED BY PROSPECTIVE CEMETERY ASSOCIATION OR CORPORATION EMPLOYER

1. NAME OF CEMETERY ASSOCIATION OR CORPORATION EXACTLY AS LICENSED WITH THE DEPARTMENT AND AS IT APPEARS ON THE CERTIFICATE.

2. LICENSE NUMBER AS IT APPEARS ON THE CEMETERY ASSOCIATION OR CORPORATION CERTIFICATE

3. TELEPHONE NUMBER OF YOUR MAIN OFFICE
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4. BUSINESS ADDRESS OF YOUR MAIN OFFICE (Number, Street, City, State, Zip Code)

5. THIS IS TO CERTIFY that the applicant is competent to act as a cemetery salesperson and that we will assume responsibility for the applicant pursuant to the Department rules.

Signature of Association or Corporation Officer

Title

Print or Type Name of Person Signing Above

Date

Wisconsin Department of Regulation & Licensing

SOCIAL SECURITY NUMBER. Your social security number (or employer identification number if you are applying as a business entity) must be submitted with your application on this form. If you do not have a social security number you must submit a statement under oath or affirmation. If your social security number or a statement is not provided, your application will be denied.¹ A form for submitting a statement that you do not have a social security number is available from the department.

(Please Print)

First Name

Middle Initial

Last Name

Profession

Date of Birth

month

day

year

- -

Social Security Number or FEIN

The Department may not disclose the social security number collected above except to the Department of Workforce Development for purposes of administering the child and spousal support program,² to the Department of Revenue for the purpose of determining whether you are liable for delinquent taxes,³ and to the federal Healthcare Integrity and Protection Data Bank for the purpose of reporting adverse actions against health care practitioners.⁴

¹ Section 440.03 (11m), Wis. Stats.

² Sections 49.22, and 440.13, Wis. Stats.

³ Section 440.12, Wis. Stats.

⁴ Health Insurance Portability and Accountability Act (HIPAA) of 1996

This form is authorized by secs. 440.12 and 440.14, Wis. Stats. Making a false statement in connection with this application may result in revocation or denial.